



FY 2015 Annual Report



MISSION

*To increase the effectiveness and economy
of Federal agencies [in Oklahoma].*

1961 Presidential Memo, 5CFR Part 960

Chair

Julie Gosdin, District Manager
U.S. Postal Service, Oklahoma City, OK

Vice-Chair

Kevin Donovan, Federal Security Director
Transportation Security Administration
Oklahoma City, OK

Executive Director

LeAnn Jenkins

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Table of Contents

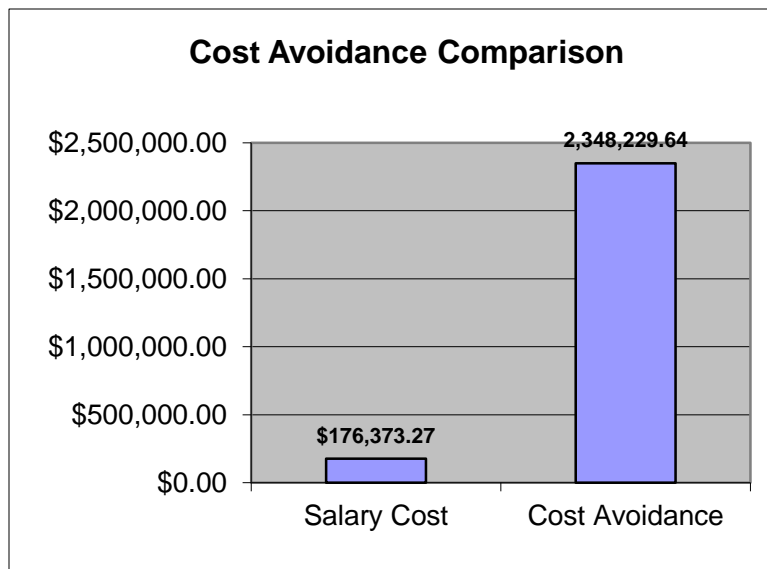
	Page
Executive Summary	2
Background	4
Oklahoma Federal Executive Board Leadership, Councils, Staff	5
Fiscal Year 2014 Results by Line of Business	
1. Emergency Preparedness	6
2. Workforce Development and Support	7
3. Intergovernmental and Community Outreach	8
4. Performance Improvement	10
Calculation narrative for cost-avoidance	11

We hope that you take as much pride in this year's accomplishments as we do!



Executive Summary of Oklahoma FEB FY 2015 Accomplishments

Type	Sub-Type	Unit of Measure	Economic Impact	Cost Avoidance
Cost Avoidance				
Training and Misc	Interagency	Dollars		\$957,260.94
Alternative Dispute Resolution/Shared Neutrals Program	Interagency	Dollars		\$1,308,536.70
GSA Revenue Recovery	Interagency	Dollars		\$82,432.00
Community Outreach				
2014 Combined Federal Campaigns in Oklahoma	Charitable Donations	Dollars	\$3,150,652.00	
			\$3,150,652.00	\$2,348,229.64



*For the investment made by our funding agencies, the Oklahoma FEB provides a valuable return. Based on an investment figure of \$176,373.27 for this year, the FEB provided a **cost-avoidance to the Oklahoma Federal community of \$2,348,229.64, a 13.31-fold return.** Cost avoidance calculations illustrate the results of the FEB ADR program and training/educational programs (abbreviated version contained in this Executive Summary; full data comparison is contained in the following annual report).*

Notable items in addition to those listed above

Emergency Preparedness

1. Coordinated FEMA COOP Practitioner Level I Certificate for Army employee in Cincinnati, OH.
2. Hosted **two interagency/intergovernmental COOP training** for a **cost avoidance of \$215,542.26.**
3. Numerous Weather updates/warnings/weekly briefings were distributed to Federal Leaders in Oklahoma, Houston and Arkansas.
4. Assisted other Federal Executive Boards and FEMA Region VI by sharing information to facilitate establishing MOUs with their local health departments to receive medical supplies in the event of a Pandemic or biological release.

Workforce Development and Support

5. Hosted annual Awards Banquet at the US Postal Service's National Center for Employee Development in Norman, OK with 263 in attendance. 62 individuals and 10 teams were recognized for their outstanding accomplishments from 24 different agencies.
6. **Interagency mediation** services coordinated through the FEB's Shared Neutral's Program had 38 requests and 25 resolutions creating a **total cost avoidance of \$1,308,536.70.**
7. FEB Coordinated 12 separate training/development events/opportunities for development and retention of employees (not including COOP Training) resulting in a **net cost avoidance of \$741,718.68.**
8. The FEB collaborates with GSA to provide federal employees access to parking structures and lots in downtown Oklahoma City and Muskogee. We accommodated 166 employees by managing the 146 spaces throughout the year and provide GSA with **\$82,432.00 in recovered revenue** through utilization of this federal inventory capacity.

Intergovernmental/Community Outreach

9. The Executive Director provided **43 individual FEB orientations** for agency leaders coming into Oklahoma throughout FY 15; Executive Director made visits to the respective leaders' office location to provide these orientations.
10. Involved with the planning of the 20th Anniversary Memorial Ceremony with the Oklahoma City National Memorial & Museum; event was held April 19, 2015 to remember.
11. Federal Employees Care Council coordinated **52 volunteers** to assist the April Art Festival and the New Year's Eve "Opening Night" events hosted by the Oklahoma City Arts Council. These volunteers provided **187 hours of service.**
12. The 2014 Combined Federal Campaigns (CFCs) in Oklahoma raised more than **\$3,150,652.00 for charity.**
13. Coordinated the **MYFREETAXES** initiative through Internal Revenue Service to provide federal employees and their family members who meet the earnings threshold an opportunity to electronically file their federal and state taxes at no cost through a program that guides them through an interview process using TurboTax. This was established for the Oklahoma FEB, Houston FEB and Arkansas FEA for all employees with an AGI of \$60,000 or less.
14. With a large number of newly appointed FEB Directors, nation-wide, the Oklahoma FEB Director developed a "desk manual" for FEB Executive Directors. This provides FEB Executive Directors with a vital continuity manual for the 28 FEB offices, maintaining it each year as information, processes and policies change.
15. The Oklahoma FEB maintains a Website, Facebook page and a Twitter account for the organization. FEB Director has also developed and continues to maintains websites for:
 - a. Arkansas FEA to provide information on their activities and initiatives to federal leaders in Arkansas.
 - b. Houston FEB that is responsive to their needs and will be used for registration forms for upcoming events and training.

Background

By Presidential Directive in 1961, President John F. Kennedy established Federal Executive Boards (FEB) to improve interagency coordination and communication among Federal departments and activities outside of Washington, D.C. The Director of the U.S. Office of Personnel Management is responsible to the President for the organizational and programmatic activities of FEBs.

The need for effective coordination among Federal organizations' field activities was clear then, and is even more important in today's environment. Approximately 85% of all Federal employees work outside of the National Capital area and most Federal programs are implemented through the regional and local offices of Federal departments and agencies. Regional and local Federal officials are the Federal Government's principal representatives to the vast majority of our nation's citizens.

Today, there are 28 FEBs located in areas with a significant Federal population. The Boards are composed of the highest-ranking local officials from each Federal agency located in the FEB area. Board leadership and structure consist of elected officers (Chair, Vice Chair) and Committees and Councils designated to direct FEB programs. Federal Executive Boards are the only interagency organization that is authorized by Public Law for interagency funding with salaries coming through a "host agency". The regulatory responsibilities of Federal Executive Boards are outlined in CFR 5 Section 960 of Federal Regulations, providing the guidance from which FEBs draw their general operating instructions.

The Oklahoma FEB was chartered in March 1993 to serve federal agencies located within the State of Oklahoma:

Federal community in Oklahoma: 82,381 employees in more than 300 offices

Military: 34,915

Civilians: 39,627

Postal Service: 7,839

(does not count the 48,687 federal civilian retirees in Oklahoma)

Information verified through the DoD Almanac and OPMs civilian employment reports

Leadership Fiscal Year 2015

Federal Executive Board Officers

Chair

Julie Gosdin, District Director, U.S. Postal Service

Vice-Chair

Kevin Donovan, Federal Security Director, Transportation Security Administration

Ex-Officio

Adrian Andrews, Special Agent in Charge, U.S. Secret Service

Executive Policy Council

Jeffrey Allen, Air Force Sustainment Center

David Andra, Meteorologist in Charge, National Weather Service Forecast Office

Michelle Coppedge, Federal Aviation Administration

David Engel, SSA, Office of Disability Adjudication & Review

Joe Gallagher, Army Fires Excellence Center, Fort Sill

James Finch, Federal Bureau of Investigation

John Fox, Warden, Federal Transfer Center

Jerry Hyden, US Department of Housing & Urban Development

Dottie Overall, U.S. Small Business Administration

Betty Tippeconnie, Bureau of Indian Affairs

Combined Federal Campaign Local Federal Coordinating Committee (LFCC) Chairs

Central Oklahoma (CFC 0712)	Bob Kendrick, US Postal Service, National Center for Employee Development	Caddo, Canadian, Cleveland, Comanche, Garfield, Garvin, Grady, Kingfisher, Lincoln, Logan, McClain, Murray, Oklahoma, Payne, Pontotoc, Pottawatomie, and Seminole Counties
McAlester Area (CFC 0710)	Valerie Shimp, McAlester Army Ammunition Depot	Atoka, Bryan, Choctaw, Coal, Haskell, Hughes, Johnston, Latimer, Le Flore, Marshall, McCurtain (except Red River Army Depot), McIntosh, Pittsburg, and Pushmataha Counties
Green Country (CFC 0715)	Jeffrey Callison, US Postal Service	Cherokee, Craig, Creek, Delaware, Mayes, Muskogee, Okfuskee Okmulgee, Osage, Ottawa, Rogers, Tulsa, Wagoner, and Washington Counties
Greater Texarkana Area (CFC 0854)	Ms. Rosie Watson, Red River Army Depot	Red River Army Depot in McCurtain County in Oklahoma.
North Texas and Jackson County, OK (CFC 0857)	Mr. Jeff Pittman, USAF	Sheppard AFB; Wichita, Wilbarger, Clay and Montague Counties in Texas; Jackson and Tillman Counties in Oklahoma

Interagency Training Council, Javier Solis, Tinker AFB, Chair

Shared Neutrals Council, Administered from the FEB office

Emergency Preparedness & COOP Council, Chaired by the FEB Director

FEB Staff

Executive Director: LeAnn Jenkins

Executive Assistant: Lisa Smith-Longman

Oklahoma FEB's FY 2015 Activity Report

Additional information regarding the calculation of cost avoidance is provided at the end of this report for those who are interested in how the cost avoidance was determined.

Emergency Preparedness:

1. Hosted **two interagency/intergovernmental COOP training** for a cost avoidance of **\$215,542.26**.
 - a. Co-Sponsored with FEMA the L-548 COOP Program Managers Course; a required course for those pursuing the COOP Practitioners Certification, Level I (39 participants). Compared against AMA Seminars, course held in Atlanta GA. This created a cost avoidance from no registration fee and no required flight and travel expenses.
 - b. Co-Sponsored with FEMA the L-550 Train the Trainer Instructional Presentation; a required course for those pursuing the COOP Practitioners Certification, Level I (29 participants). Compared against AMA Seminars, course held in Atlanta GA. This created a cost avoidance from no registration fee and no required flight and travel expenses.
 - c. Executive Director and Executive Policy Council Vice-Chair participated in the Push Partner Seminar.
2. Updated the Hazardous Weather and Emergency Communication booklet to include personnel policies for the Oklahoma FEB and distributed to the federal leaders in Oklahoma prior to the winter weather season.
3. Communicated hazardous weather and other conditions creating situations that may jeopardize the safety and well-being of federal employees and their families. FEB sent numerous situational reports and updates throughout the year to Federal leaders as well as distributed information to Oklahoma residents regarding: damage reports; scam details; and recovery center information after snow, ice, and flooding occurring this fiscal year, each resulting in national declarations. Updates included information that agency leaders could share with their HQ and employees. The information included: addresses of open shelters (for people and for pets); power outages; cell tower outages; road closures; fatalities; resources for assistance; and location of disaster recovery centers.

A couple of comments received regarding information shared regarding weather and other situational updates:

Senator Lankford's Staff member *"This was REALLY helpful! Thank you!"*

LeAnn, Thanks for passing these updates to us(Severe Weather). I've sent the briefing link to my Soldiers in Tulsa, FT Smith and Fayetteville. These are very helpful! Commander, OKC Recruiting Battalion
Veterans Affairs Medical Center Director – Muskogee, Oklahoma *"you did a great job keeping everyone informed on the weather"*.

You are better than the local news! SBA-Houston

4. Assisted other Federal Executive Boards and FEMA Region VI by sharing information to facilitate establishing MOUs with their local health departments to receive medical supplies in the event of a Pandemic or biological release.
5. Distribute Department of Homeland Security's Open Source Infrastructure reports on a regular basis in order for federal leaders to be aware of situations in their respective areas of functional responsibility.
6. Executive Director and Federal Executive Board Vice Chair participated in the Push Partner Training Seminar.

Workforce Development and Support:

7. FEB Coordinated 12 separate training/development events/opportunities for development and retention of employees (not including COOP Training) resulting in a **net cost avoidance of \$741,718.68.**
 - a. Executive Director provided a developmental detail assignment for an agency employee on a formal training program. Employee was detailed to the FEB Office (local area), creating a total **cost avoidance of \$13,706.48.**
 - b. Hosted one Financial Wellness Workshop (3-1/2 hrs long) covering the basics of how money works, debt reduction, retirement savings and Long Term Care. Compared against Financial Peace DVD instruction at local facility costing \$199 per person; there were 19 employees who participated at no cost to attend the FEB sponsored event, creating a **cost avoidance of \$3,781.00.**
 - c. Hosted four half day pre-retirement workshops at no cost to participants, Compared against Graduate School USA, BENE7110D (FERS) and BENE7120D (CSRS), with a total of 44 participants over two days and four sessions, creating a **cost avoidance of \$49,148.00.**
 - d. Hosted a five-part leadership development series for federal employees to address numerous ECQs:
 - i) Supervisor's Fast Start: Enhance interpersonal skills, establish trust and confidence with employees, apply inspirational principles to improve performance, build a solid team Compared against USDA Grad School with 48 participants, creating a **cost avoidance of \$76,091.55.**
 - ii) Bombproof Constructive Feedback & Leading employees at work when home comes with them. Compared against AMA seminars with 56 participants, creating a **cost avoidance of \$76,569.52.**
 - iii) Managing Change, Burnout & Negativity. Compared against AMA Seminar's class of Managing Chaos, we had 75 participants, creating a **cost avoidance of \$126,028.62.**
 - iv) Servant Leadership. Compared against AMA Seminar's, we had 68 participants, creating a **cost avoidance of \$89,894.01.**
 - v) Raise Your EQ. Compared to against AMA Seminars, we had 66 participants, creating a **cost avoidance of \$118,275.09.**
 - e. Hosted a one-week ADR training compared against Mediation Dynamics, with 16 participants creating a **cost avoidance of \$25,429.76.**
 - f. Hosted one Workforce Resiliency workshop for 17 participating Executives. Compared to AMA Seminar Understanding the Psychology of Persuasion with a total of 21 participants for a **cost avoidance of \$11,618.65.**
 - g. Hosted two half-day TSP training sessions with OPM segment through a partnership between the FEB and SEC. Compared against USDA Grad School, we had 104 participants creating a **cost avoidance of \$110,136.00.**
 - h. The FEB coordinated free meeting rooms for a federal agency to meet with stakeholders on upcoming regulatory changes. The facilitated room and audio visual needs for the two meetings **created a cost avoidance of \$1,200.**
 - i. Designed, coordinated and hosted the Leadership FEB 2015 program with federal agency visits sharing leadership experiences and enrichment opportunities. With 21 participants representing 26 federal agencies (\$750 for FEB vs. \$2,540 for Leadership Oklahoma), this created a total **cost avoidance of \$ 39,840.00.**

COMMENTS:

The Federal Executive Board Leadership program has been an excellent experience. It has not only taught me to be a better leader at work but also in my personal life. Besides building better leaders, this program has built friendships. I am thankful for the experience! –Michael, NEXRAD, Norman

Leadership FEB is an excellent leadership program. It provided me with many opportunities to learn about leadership experiences and advice from executives of various federal agencies here in Oklahoma. The selected leadership books had much useful information and are excellent leadership resources. Leadership FEB also provided me with opportunities to build a new network of fellow federal employees from our class in addition to providing opportunities to tour and learn the missions and challenges of other federal agencies. I highly recommend this cost-effective program for anyone interested in or already in managerial or leadership position. –Daniel, USDA ARS, El Reno

The FEB Leadership training helped me gain a sense of awareness of other federal agencies' missions and gave me a wider view of how different federal agencies work and how we have similar challenges. The meetings provided opportunities for me to network and get to know other federal employees and leaders. I walked away from these meetings with ideas and strategies that I can apply to my work. –Basharat, Federal Highway Administration, Oklahoma City

The FEB Leadership experience was fantastic! I learned about government agencies I wasn't even aware of in our state. Furthermore, I was inspired by what I learned at several of the visits and took back valuable leadership information to share with my own agency and coworkers. I walked away re-energized and proud to work as a civil servant. –Liz, National Weather Service, Norman

While working each day in our own agency, it is a real eye opener to see how other Federal agencies handle their business. The inside tours of the different agencies that you experience, the inside things you learn about each agency from hiring, training, and everyday getting the work done, the books you read to further your knowledge and open your mind, to the comradery of the class itself. Leadership FEB is an amazing experience that I am very honored to have participated in. —Jenna, Social Security Administration, Tulsa



Kevin Donovan, Federal Security Director of TSA in Oklahoma City briefs Leadership FEB Class XIV regarding challenges of performing TSA's mission at Will Rogers Airport and have the opportunity to talk with Screening personnel.



Leadership FEB Class visited both Federal Prisons during their class year. And visited Fort Sill to learn more about the Fires Excellent Center.



8. **Interagency mediation** services coordinated through the FEB's Shared Neutral's Program had 35 requests and 21 resolutions created a **total cost avoidance of \$1,006,883.99.**

I always enjoy reading the FEB monthly newsletter. ADR Specialist, U.S. DOE, Washington, DC

9. Our Executive Director serves as the Chair of the National FEB Human Capital Readiness Council which develops and coordinates initiatives for the FEB network; in this capacity, she maintains the FEB Director Orientation manual that she developed a few years ago to more quickly assimilate these individuals into the responsibilities of these critical positions, keeping it updated as information changes in order to keep it relevant.
10. The FEB **collaborates with GSA** to provide federal employees access to the Murrah garage, the new Federal Campus parking facilities in downtown Oklahoma City, and the lot behind the VA Regional Office in Muskogee, OK, enabling federal employees to park through the FEB/GSA agreement. This accommodates federal employees in an extremely difficult parking environment. We were able to accommodate 156 employees by managing the 145 spaces throughout the year and provide GSA with **\$82,432.00 in recovered revenue** through utilization of this federal inventory capacity.

Great work and a terrific partnership. GSA Regional Administrator (Region VII)

11. Distributed 94 different vacancy announcements to be shared with interested, qualified candidates in an effort to increase the quantity and quality of applicants from which to select for the federal agencies requesting the announcements be distributed.
12. Was involved in hiring the Executive Assistant for the Houston FEB and coordinated the opening of the physical office space, obtaining phones, computer, network connectivity and hosted the first FEB meeting to introduce the new staff member.

Intergovernmental and Community Outreach

13. Served as a vital component of the coordination and planning of the Memorial to commemorate the 20th Anniversary of the Murrah Building attack. With 20 years passing, it was determined that approximately 50% of Oklahoma citizens were either not living here in 1995 or were not yet born. In an effort to heighten awareness, the idea was to pair those who were in Oklahoma City at the federal offices affected with new federal leaders and those in influential positions of the agencies affected in an effort to show support and compassion. With the FEB tracking all the agencies that were located in the Murrah Building in 1995, it was a logical choice to involve us in the planning of the ceremony. The Executive Director recruited HQ and Regional leaders to escort family members and survivors who would be part of reading the names of the 168 lost during the ceremony, as well as coordinating agency support (through TSA) for their expeditious arrival and departure through the airport.

National Memorial & Museum Director: "I can't thank you enough for all your help with the 20th Anniversary. Your touch made it so much better. Thank you for going the extra mile to get so many federal employees involved. Having contact with all the agencies was important.

Commanding Officer of the Marine Recruiting Office in Oklahoma City: "*GREAT JOB facilitating and coordinating all actions required to support the Anniversary of the OKC Bombing. Your professionalism, devotion to duty, and service has not gone un-noticed by the United States Marines. Semper Fi*"

National Memorial Staff member *Thank you so very much for your help with these lists and contact information. I don't know what we would have done without your help. You made this Anniversary certainly more meaningful and it has been a pleasure working with you and getting to know you.*

14. Hosted annual Awards Banquet at the US Postal Service's National Center for Employee Development in Norman, OK with 263 in attendance. 62 individuals and 10 teams were recognized for their outstanding accomplishments from 24 different agencies.



15. The Executive Director provided **43 individual FEB orientations** for agency leaders coming into Oklahoma throughout FY 15; Executive Director made visits to the respective leaders' office location to provide these orientations (Ada, Altus, Clinton, Oklahoma City, Tulsa, Muskogee, Lawton, McAlester, Stillwater).
16. Executive Director attended the Executive Directors Conference in Fort Worth, TX, as well as the National CFC training.
17. The FEB Office maintains the list of federal agencies and the respective leaders in Oklahoma in order to keep our contact list up-to-date, on an ongoing basis, to ensure each agency has full access to information pushed out through the FEB. This has helped in past response to tornadoes, flooding and other natural disasters, knowing which agencies may be impacted in the affected areas.

Comment: *You are doing a phenomenal job in keeping the federal executives abreast and up-to-date on things. SSA*

18. Distributed 12 editions of our FEB newsletter (12 pg publication) to a large audience which includes Federal, State and local government employees, and Federal Leaders as a means to communicate National and local FEB initiatives. The newsletter is provided via mail and email each month to more than 1,000 individuals.
19. **2014 Combined Federal Campaigns** in Oklahoma **generated** a total of **\$3,150,652.00** raised for charitable organizations (Greater Texarkana and CFC of North Texas cover federal employees in Southeast Oklahoma and Altus, respectively. Oklahoma CFC contributions come from six campaigns:

Central Oklahoma	\$ 2,514,629.00	Green Country	\$602,865.00
McAlester	\$33,158.00	North TX & Jackson Co, OK	No data
Greater Texarkana	No data		

20. The FEB Chair, Vice Chair and Executive Director participated in the National FEB Conference in Washington, DC to learn about upcoming National Initiatives, share best practices and lessons learned.
21. Federal Employees Care Council coordinated **52 volunteers** to assist the April Art Festival and the New Year's Eve "Opening Night" events hosted by the Oklahoma City Arts Council. These volunteers provided **187 hours of service**.
22. Coordinated the **MYFREETAXES** initiative through Internal Revenue Service to provide federal employees and their family members who meet the earnings threshold an opportunity to electronically file their federal and state taxes at no cost through a program that guides them through an interview process using TurboTax. This was established for the Oklahoma FEB, Houston FEB and Arkansas FEA for all employees with an AGI of \$60,000 or less. This was established for the Oklahoma FEB, Houston FEB and Arkansas FEA:
23. Updated Congressional handbook for federal leaders in Oklahoma, also updated one for the Arkansas FEA that was distributed to federal leaders in Arkansas.

24. FEB Director has developed and maintains websites for:
 - a. Oklahoma FEB on which to post activities, meetings, events and timely information along with our Pandemic Flu plan, Emergency Preparedness & COOP information.
 - b. Arkansas FEA to provide information on their activities and initiatives to federal leaders in Arkansas.
 - c. Houston FEB that is responsive to their needs and will be used for registration forms for upcoming events and training.
25. FEB office maintains a website, Facebook page and Twitter account for the FEB.
26. The Executive Director is a member of the Urban Design Committee, appointed by the Mayor of Oklahoma City and attends meetings to ensure that any new construction in that area is done in compliance with ADA requirements.
27. The Executive Director attends the quarterly Community Relations Board hosted by the Warden of the Federal Transfer Center, a community outreach effort which brings community leaders, as well as federal, state, and local government leaders together.
28. The Oklahoma FEB Office regularly assists federal agencies in Oklahoma to “connect” to coordinate the availability of excess property with an agency needing the items.

Performance Improvement

Efforts to increase capacity in the FEB office:

- Provide leadership development details in the office for time-specific projects, activities and initiatives.
- Utilize web-based resources to store photos for our annual awards program and the 10-month Leadership FEB program. This enables participants to upload their photos of each day so they could be shared with the entire group. This also enables federal agencies to include photos of their employees in intranet communications, internal newsletters, and reports to HQ in an expedited fashion.

2015 ADR and Training Cost Avoidance Form for OPM
Oklahoma Federal Executive Board

Combined Federal Campaign (CFC)-2013 Total Contributions	\$3,150,652.00
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<u>Awards and Recognition</u>	Number of Attendees	# of Awards Presented
FEB Employee of the Year Awards	263	72

<u>Shared Neutrals Program</u>	Number of Cases Accepted	Number of Cases Resolved	Cost Avoidance Per Resolution	Total Cost Avoidance Realized
Workplace Dispute:	12	10	\$18,348.81	\$183,488.10
Pre-EEO Complaint:	26	15	\$75,003.24	\$1,125,048.60
Totals:	35	21		\$1,308,536.70

FEB- Sponsored Training Sessions	Market Price	FEB Price	Cost Savings	Number of Attendees	Estimated Cost Avoidance
L-548 COOP Manager's Train-the-Trainer Course	\$2,758.34	\$0.00	\$2,758.34	39	\$107,575.26
L-550 COOP Planners TTT Workshop	\$3,723.00	\$0.00	\$3,723.00	29	\$107,967.00
EMERGENCY PREPAREDNESS			SUBTOTAL	68	\$215,542.26
Pre-Retirement Seminar	\$1,117.00	\$0.00	\$1,117.00	44	\$49,148.00
FEB Executive Forum - Workforce Resiliency	\$683.45	\$0.00	\$683.45	17	\$11,618.65
Leadership FEB Class 2015	\$2,540.00	\$750.00	\$1,790.00	18	\$32,220.00
Leadership FEB Class 2015 (2 staff/1 comp)	\$2,540.00	\$0.00	\$2,540.00	3	\$7,620.00
Leadership Series - Supervisor Fast Start	\$1,707.50	\$130.41	\$1,577.09	45	\$70,969.05
Leadership Series - Supervisor Fast Start (2 staff/1 comp)	\$1,707.50	\$0.00	\$1,707.50	3	\$5,122.50
Leadership Series - Bombproof Constructive Feedback	\$1,469.83	\$108.32	\$1,361.51	53	\$72,160.03
Leadership Series - Bombproof Constructive Feedback (2 staff/1 comp)	\$1,469.83	\$0.00	\$1,469.83	3	\$4,409.49
Financial Wellness Workshop	\$199.00	\$0.00	\$199.00	19	\$3,781.00
Leadership Series - Managing Change and Burnout	\$1,770.90	\$94.29	\$1,676.61	72	\$120,715.92
Leadership Series - Managing Change and Burnout (2 staff/ 1 comp)	\$1,770.90	\$0.00	\$1,770.90	3	\$5,312.70
Leadership Series - Servant Leadership	\$1,365.32	\$45.35	\$1,319.97	65	\$85,798.05
Leadership Series - Servant Leadership (2 staff/ 1 comp)	\$1,365.32	0.00	\$1,365.32	3	\$4,095.96
Leadership Series - Emotional Quotient	\$1,889.50	\$102.07	\$1,787.43	63	\$112,608.09
Leadership Series - Emotional Quotient (2 staff/1 comp)	\$1,889.00	\$0.00	\$1,889.00	3	\$5,667.00
Shared Neutrals Training	\$1,589.36	\$0.00	\$1,589.36	16	\$25,429.76
Federal Retirement Training - SEC - TSP	\$1,059.00	\$0.00	\$1,059.00	104	\$110,136.00
UDSA Employee - 4 month detail	\$13,706.48	\$0.00	\$13,706.48	1	\$13,706.48
FAA Stakeholder meeting (room and AV for interagency meeting)	\$1,200.00	\$0.00	\$1,200.00	1	\$1,200.00
WORKFORCE DEVELOPMENT & SUPPORT TRAINING			SUBTOTAL	536	\$741,718.68

		GRAND	TOTAL:	604	\$957,260.94
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FEB Agreement w GSA for federal employee parking	Lease Agreement	Amt Paid per space	#Parking Spaces	# of Months	Revenue Recovery
Muskogee	GS-07B(S)-2272	\$18	51	12	\$11,016.00
Oklahoma City	GS-07B-2048-Initial	\$97	44	8	\$34,144.00
		\$97	42	1	\$4,074.00
		\$97	43	3	\$12,513.00
Oklahoma City	GS-07B(S)-2146-Mod 1	\$35	48	3	\$5,040.00
		\$35	49	3	\$5,145.00
		\$35	50	6	\$10,500.00
			Total:		\$82,432.00